

Behaviour, Culture & Climate



Corby Business Academy

Ready, Respectful, Safe

Dear Year 7 Students, Parents and Carers,

At Corby Business Academy, we are proud of the positive behaviour, climate, and culture that define our school community. As you prepare to join us in Year 7, we want to share the core values that underpin everything we do: *Commit, Believe, Achieve*. We encourage all students to **commit** fully to their learning and personal development, **believe** in themselves and their potential, and **achieve** their very best in all areas of school life. Our academy is a place where respect, kindness, and ambition are celebrated, and every student is supported to thrive in a safe, inclusive, and inspiring environment.

In this newsletter, you'll find important information about how we expect students to behave at secondary school, our use of relational practice to build strong, respectful relationships, and the ways we foster a genuine sense of belonging for every student. You'll also learn more about the systems, processes, and policies that help create a consistent and supportive environment where everyone can succeed. We're excited to welcome you and help you begin your journey with us.



"In the end, we are accountable to ourselves – our success is a result of what we do." – Catherine Pulsifer

Movement Around the Academy

Our busiest times are the start and end of the day, and during lesson changeovers. To keep everyone safe and ensure smooth movement around the building, we expect all students to follow these key expectations:

- Be on time – you have 3 minutes to get to your next lesson. Being punctual shows respect and sets a positive tone. Your teacher will greet you at the door.
- Move quickly but safely around the Academy. Walk on the **left-hand side** in corridors and on staircases.
- Be polite and respectful – hold doors open, treat the building with care, and make others feel welcome.
- Food should only be eaten in the restaurant.
- Stay in your designated lunch areas: Restaurant, Outside Seating Area, Astro Turf or Library.
- Do not loiter near toilets or share cubicles – this is unsafe.

Poor punctuality or behaviour may result in a sanction. If you're late, your teacher will ask for a reason and record how many minutes late you were, which may lead to a detention.

Behaviour

At Corby Business Academy we believe in mutual respect. Students, teachers and support staff are part of one team who share the belief that every child can achieve academic success. Our students know that they must follow instructions at the first time of asking.

We follow a three-step rule and this will be delivered to you through our Expectations Education, it encapsulates our core values and what we believe are the most important factors to a successful education with us.

Ready, Respectful, Safe

We pride ourselves on our positive climate and culture, and we are unapologetic for our high expectations and rigorous behaviour policy. Students adhere to a calm and orderly environment that is built on trust, mutual respect and safety both inside and outside of the classroom.

Teachers teach without disruption, students learn without distraction

A Ready, Respectful, Safe Learner...



Ready

You are equipped with a pen, pencil and ruler in all lessons

You give your teacher your full attention by listening carefully at all times and starting tasks straight away .

Your body language shows you are paying attention.

You respond to questions and participate in discussion when required.

You work with purpose and industry.

Respectful

Your conversation is calm reasonable and appropriate

You respect everyone's right to learn at all times and cause no disruption to the learning journey of a lesson

You respect your environment and all school equipment

You respect your teacher and their authority in the classroom and knowledge of the subject

You show kindness in all classroom interactions



Safe

You work in the seating plan your teacher has assigned to the class

You do not throw equipment across the classroom

You do not engage in physical interaction in a lesson

You are considerate of peers' feelings when expressing ideas in the classroom

You are a positive role model promoting fairness and equality in your behaviour and class contributions

Brooke Weston Trust



Uniform

Uniform is checked on entry into the Academy building and in Tutor Time. Every teacher will meet and greet students to their lessons and check uniform upon entry to classrooms.

Any uniform concerns highlighted in the morning or by members of staff will be reported to the student's Tutor or to their Head of Year. Students will then be provided with an alternative from our uniform replacement station and they will hand this back in at the end of the day. Form Tutors will contact home if there are uniform concerns.

We appreciate that shoes and ties can be misplaced or damaged from time to time. However, we pride ourselves on high expectations around uniform. **Dress Smart: Act Smart**, and therefore we expect items to be replaced as soon as possible.



Prohibited Items

- Non-academy jumpers or hoodies
- Leggings or jeans
- Any non-academy skirts
- Trainers
- Chewing Gum
- Air pods / earphones
- Mobile Phones should be turned off and placed into bags



All uniform, including P.E. Kit, is available to order from **Karlsports**.

Address: Trafalgar Road,
Kettering, NN16 8DD
01536 601731
<https://karlsports.co.uk>

Girls' Uniform	Boys' Uniform
White shirt	White shirt
Academy tie	Academy tie
Black tailored trousers or Academy Skirt	Black tailored trousers
Academy jumper or Academy blazer	Academy jumper or Academy blazer
Black socks or black tights	Black socks
Black shoes (not sport branded)	Black shoes (not sport branded)
Suitable school bag	Suitable school bag
Academy lanyard and smart card	Academy lanyard and smart card
Academy PE Kit	Academy PE Kit



Commit, Believe, Achieve



Behaviour

Stage 2 Break Detention

- **A stage 2 can be given for the following reasons. A detention will be completed the next day with your HOY in your Tutor faculty.**
- Refusal to comply with staff instructions
- Disruptive behaviour that continues to impact the learning in a lesson after reminders and a stage 1
- Disruptive behaviour that is not safe or respectful
- Late to lesson
- Inappropriate comments including swearing
- Electronic device being visible or heard
- Incorrect uniform and/or equipment

Stage 3 After School Detention

- **A Stage 3 detention will be completed the next day from 3.00 p.m. - 4.00 p.m. Some reasons for a Stage 3 detention include:**
- A missed Stage 2 break detention
- Severe/significant/costly damage to property, equipment or facilities
- More serious, unsafe and disrespectful behaviours
- Truancy - not attending lessons, walking out of lessons, refusal to return to lesson
- Disrespectful response to on call staff requests or instructions
- Minor physical aggression

RESET

- **RESET will be issued by your HOY or SLT following a review of your behaviour. You will sign in at reception and wait to be collected by a member of staff. This will be an extended day and you will also complete an after school detention from 3.00 p.m. - 4.00 p.m. Some reasons for reset include:**
- Missed Stage 3 detention
- Internal suspension
- Persistent and serious unsafe and disrespectful behaviours
- Persistent truancy - not attending lessons, walking out of lessons, refusal to return to lesson
- Pending investigations

Suspension

- **SUSPENSIONS will be issued BY SLT for serious misbehaviour and misconduct. The length of this will be decided and your Parents/Carers will be required to attend a reintegration meeting and sign a Behaviour Contract before you return to the academy.**
- Serious misconduct
- Persistent and serious unsafe and disrespectful behaviours
- Persistent truancy - not attending lessons, walking out of lessons, refusal to return to lesson
- Physical assault, fighting, repeated bullying, child on child abuse
- Any other incident deemed by SLT and in line with the Behaviour Policy

Social Media

Social Media

Corby Business Academy places much emphasis on online safety to protect staff, students, parents and carers from the many issues that can arise. Mobile phones must be switched off while on the Academy site. We urge everyone to use Social Media in a positive way and never use it to promote anti-social behaviour, make malicious and derogatory comments, or bully. There is an expectation that families work together to ensure age appropriate Social Media is accessed and that parental monitoring is maintained to support a positive culture at the Academy.

We do not expect any online issues to be brought into the building or affect the environment of the Academy.

Students' responsibilities include:

1. Not joining any social networking sites if they are below the permitted age (13 for most sites including TikTok and Instagram)
2. Telling your Parents/Carers if you are using the sites and when you are online
3. Being aware of how to report abuse and inappropriate content
4. Not accessing social media on school devices, or on your own devices while you're at school
5. Not making inappropriate comments (including in private messages) about the school, teachers, or other students

For more information, please follow the link to our Safeguarding page on our website below:

[Corby Business Academy - Safeguarding](#)



To ensure that all students understand the risks the internet brings, we have assemblies that remind students of the dangers they may face when publishing content online, particularly on Social Media websites. Students are at risk of cyber bullying and may become involved in cyber bullying themselves.

As a Parent or Carer, there are a few actions you can take to protect your children from the risks of the Internet:

- Knowing what apps are installed on your child's mobile device
- Knowing the passcode to access their device, if needed
- Understanding that once content is shared with others, it cannot be taken back
- Knowing who your children are talking to

Parental responsibilities include:

- Not posting photos, videos or comments that include other children at the school
- Not using Social Media on their own devices while on school premises
- Not accessing Social Media while helping at school or on school visits
- Raising queries or concerns directly with the school and not posting them on Social Media - whether on their own pages, in closed groups (e.g. groups set up for school parents to communicate with each other) or on the school's pages
- Not posting anything malicious about the school or any member of the school community

For more information on Online Safety please follow the link to our website below:

[Corby Business Academy – Online Safety](#)



Commit, Believe, Achieve

Mobile Phone Policy

Rationale:

At Corby Business Academy we understand that mobile phones are an integral part of life for our students in the 21st Century, but that they can also pose significant risk to student safety, student learning and staff time. As an institution striving for the best academic outcomes for our learners, the rationale for our approach is underpinned by current research and government guidance. The banning of mobile phones from school premises adds up to the equivalent of an extra week's schooling over a child's academic year. Research published by the Centre for Economic Performance at the London School of Economics. "Communication: The Impact of Mobile Phones on Student Performance" found that after schools banned mobile phones, the test scores of students aged 16 improved by 6.4%. According to Beland and Murphy, a phone ban produced improvements in test scores among students, with the lowest-achieving students gaining twice as much as average students. The ban had a greater positive impact on students with special education needs and those eligible for free school meals, while having no discernible effect on high achievers.

Our most recent parental survey also indicates that 97% of our parents allow students to bring devices to school. Over 90% of parents cited the reason for this to be essential communication in emergency or during transport to and from school. Therefore, whilst we won't 'ban' phones on site, our expectations around their storage and use are tight to secure the greatest educational benefit.

Expectations and Procedure:

- Students are allowed to bring mobile devices to and from school to always ensure their personal safety.
- Corby Business Academy operates a 'See it, Hear it, Lose it' procedure for the use of all electronic devices within the school building.
- Students must not use a mobile device, smart watch or electronic device - including headphones - anywhere in the school building during the school day.
- This restriction is always in place while students are in the school building, this includes when students enter and leave at the end of the day. It is also in place during enrichment clubs.
- If a student chooses to bring their phone to school, then on arrival it should be switched off/put on silent and kept completely out of sight, in a school bag or in an outside coat pocket. This needs to happen before students enter the building. It should not be seen or heard (including vibrate) from the moment students step inside and then throughout the school day.
- Any child found using or known to have used their phone during the school day will have the phone confiscated and returned at the end of the school day via reception where it will be held. Parents will be informed via EduLink when a phone has been confiscated.
- Phone confiscation will be tracked and if the child is a repeat offender, the school will request a Parent/Carer to come in and collect the phone from the school.
- Any refusal to hand a phone over to members of staff will result in a follow up sanction in line with the school's Behaviour policy. This would constitute a Stage 2 for 'refusal to comply' and will be escalated to the Senior Leadership team.
- Students will be able to contact home by approaching their Head of Year/Student reception/staff on duty/staff running extracurricular clubs if they require to speak with their Parent/Carer during the school day.
- We will ensure that any important messages are relayed to students through the day if parents/carers leave a message at reception.

Break and Lunch Exceptions:

- Students will be able to access their devices during their break and lunch only. This must only occur in the designated outside break areas (outside seating and astro turf). Mobile devices need to be out of sight before students re-enter the building when the above expectations and procedures resume.
- Use of devices at break and lunch must be appropriate. Any filming, photography, access to inappropriate sites or hurtful messaging will result in this privilege being removed for these individuals.

*Please note that if a member of staff does not physically see the phone, but it can be heard, then this can still be confiscated. Any exceptions for students using devices for medical reasons or as part of an EHCP will be communicated with parents.

Commit, Believe, Achieve



Assistant Principal

Mrs K. Herbert – Behaviour, Climate, Culture & Personal Development



Dear Year 7 Students,

We are all very excited for you to start your new chapter at secondary school. Many of you may feel anxious about all of these changes, and that is completely normal. It won't be long before you are here and settled in and wondering what all of the fuss was about!

I have been teaching Art & Design Technology for over a decade and have worked in various leadership roles such as Head of Year, Progress Leader, and Personal Development Lead. I have high expectations for you and look forward to working in partnership with you and your Parents and Carers.

Likes:	Smiling, gratitude and kindness
Dislikes:	Rudeness and disrespect
Favourite Colour:	Purple
Hobby:	Gym and anything football!
My Hero:	Denzel Washington
Fun Fact:	I love spending time with my family and my dog!

Favourite Quote

"Dreams without goals are just dreams, and ultimately they fuel disappointment. On the road to achieving your dreams you must apply discipline, but more importantly, consistency, because without commitment you'll never start, but without consistency you'll never finish" **Denzel Washington**

Where to find me:

Find me in my office on the upper floor in the main mall

Contact me:

If you have any questions please contact me on the e-mail below:

kelly.herbert@corbybusinessacademy.org

"Success doesn't come from what you do occasionally, it comes from what you do consistently." – Marie Forleo